

PHA 5-Year and Annual Plan	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires 4/30/2011
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1.0	PHA Information PHA Name: <u>Richland Center Housing Authority</u> PHA Code: <u>WI046</u> PHA Type: <input checked="" type="checkbox"/> Small <input checked="" type="checkbox"/> High Performing <input type="checkbox"/> Standard <input type="checkbox"/> HCV (Section 8) PHA Fiscal Year Beginning: (MM/YYYY): <u>07/2010</u>					
2.0	Inventory (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: <u>60</u> Number of HCV units: _____					
3.0	Submission Type <input type="checkbox"/> 5-Year and Annual Plan <input type="checkbox"/> Annual Plan Only <input checked="" type="checkbox"/> 5-Year Plan Only					
4.0	PHA Consortia <input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below.)					
	Participating PHAs	PHA Code	Program(s) Included in the Consortia	Programs Not in the Consortia	No. of Units in Each Program	
	PHA 1:				PH	HCV
	PHA 2:					
	PHA 3:					
5.0	5-Year Plan. Complete items 5.1 and 5.2 only at 5-Year Plan update.					
5.1	Mission. State the PHA's Mission for serving the needs of low-income, very low-income, and extremely low income families in the PHA's jurisdiction for the next five years: The mission of the RCHA is the same as that of the Department of Housing and Urban Development. Further, to the best of its ability, the RCHA shall promote adequate—decent, safe, sanitary, secure and affordable housing.					
5.2	Goals and Objectives. Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low-income and very low-income, and extremely low-income families for the next five years. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan. <u>Goal 1:</u> Increase the availability of decent, safe and affordable housing—Improve the quality of assisted housing. Objective: Improvement management functions, backup training for management staff, renovate public housing units—2 per year. Staff Training: Since 2005 management backup has been working 10 hours per week learning the job, currently working on EIV training with Intention of keeping up EIV reports and working toward completing the tenant recertifications by the ED backup. Renovation: 3 2 bedroom apartments will have been completed before the fiscal year 2010. The first conversion from 2 efficiencies to a 2 Bedroom was completed September of 2008. It is objective to continue with the renovation of 2 apartments per year if we can afford this with The equipment replacement and other renovations that are required. <u>Goal 2:</u> Promote self-sufficiency and asset development of assisted households Objective: Provide or attract supportive services to increase independence for the elderly and disabled families: housekeeping, cooking, transportation. Ed has been attending public hearing in Richland County to ensure transportation for elderly and disabled at an affordable cost. <u>Goal 3:</u> Ensure Equal Opportunity and affirmatively further fair housing. Objective: Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion, national origin, sex, familial status, and disability. We have been working since the 2005 plan to improve the living environment here at the RCHA. <u>Goal 4:</u> Continue to maintain the High Performer status at the RCHA. Objective: Improve our occupancy rate by decreasing vacancies. Objective: Increase both the quantity and quality of the RASS surveys in the next PHAS cycle by holding tenant meetings to stress the importance of these surveys to the RCHA. Objective: Continue to maintain yearly audits clear of findings in relation to our size. <u>Goal 5:</u> Maintain reputation and physical condition of the building and grounds of the RCHA Objective: Apply for CFP funding when presented--only missed one year, 2004, since the current ED started in 1999 and that was due to no backup staff which is being addressed currently and has been addressed since 2005. Objective: Invest excess income for future projects/emergencies after covering expenses. Objective: Work closely with the dedicated Board of Commissioners to provide a clean, respectable, safe environment by adhering to and updating policies regularly. During the past 2 years of the 2005 5 Year Plan we have completely revised our policies, in a uniform format in 14 point type that is easily readable by the elderly and disabled. Personnel and Occupancy are current being worked through and should be complete within the next 5 year period.					
6.0	PHA Plan Update (a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission: (b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan. For a complete list of PHA Plan elements, see Section 6.0 of the instructions.					

7.0	Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers. <i>Include statements related to these programs as applicable.</i>
8.0	Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable.
8.1	Capital Fund Program Annual Statement/Performance and Evaluation Report. As part of the PHA 5-Year and Annual Plan, annually complete and submit the <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> , form HUD-50075.1, for each current and open CFP grant and CFFP financing.
8.2	Capital Fund Program Five-Year Action Plan. As part of the submission of the Annual Plan, PHAs must complete and submit the <i>Capital Fund Program Five-Year Action Plan</i> , form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan.
8.3	Capital Fund Financing Program (CFFP). <input type="checkbox"/> Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.
9.0	Housing Needs. Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location.

9.1	Strategy for Addressing Housing Needs. Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.
10.0	<p>Additional Information. Describe the following, as well as any additional information HUD has requested.</p> <p>(a) Progress in Meeting Mission and Goals. Provide a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year Plan. Progress was described as requested in 5.2 within the objectives. We have hired staff as backup to ensure we do not miss any CFP Funding. We are completing the renovations as we planned. Policies are being rewritten and reviewed by the Board of Commissioners and Will be complete within the next 5 year time period. ED has attended public hearings on transportation and Family Care Project here in Richland County for elderly and disabled in-home services. We have held more in-house tenant meetings in the last 5 years than have ever Been held here at the RCHA. Topics have been Homestead Tax, Senior Care, Transportation here in Richland Center, Family Care Public Hearing, Tenant meetings on Renovation—parking, safety, water, heating. Audits have been held yearly with the only findings being those That are out of our control because we are so small—not enough staff. One CD has been purchased last year that we can access for the Conversion project that is currently under way—one more planned for the next 5 year cycle.</p> <p>(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA's definition of "significant amendment" and "substantial deviation/modification"</p> <p>Substantial Deviation/Modification: A substantial deviation/modification would occur should the Board of Commissioners determine the need to revise the Mission Statement, goals or objectives of the 5 year plan.</p> <p>Significant Amendment: A significant amendment would occur should the Board of Commissioners determine the need to change PHA Plans or Policies that require their formal approval in the form of a Resolution. Such amendments would occur when the Commissioners would make changes to the rent configurations, revise the organization of the Waiting List changing preferences, revise the Personnel Policy changing the number of holidays, or by revising the Admissions and Occupancy Policy requiring a larger Security Deposit.</p> <p>(c) VAWA Annual Activities report: Our VAWA Policy has been revised, typed in legible 14 point type with HUD Form 50066 attached to each copy of the policy, and approved by the Board of Commissioners. We have not yet had occasion this year (or at any time) to use the policy but it is intact and ready should a tenant, potential tenant or the administrative staff need to make use of it. Our policy has become incorporated into our regular lease. The policy includes lease incorporation, notification to participants and landlords, prohibition against denial of assistance to victims of domestic violence, dating violence and stalking, definitions, notifications, perpetrator removal, PHA confidentiality, terminating assistance of perpetrator, victim documentation, notification of rights and obligations, HUD Form 50066.</p> <p>(d) The RCHA RAB was changed on July 16, 2001 to include all tenants of the RCHA to be on the Resident Council. Five tenants had been on the Council. They were made inactive at the July 16th meeting. This action took place through Resolution No. 217 of the RCHA. Resident Comments is on every agenda of the RCHA. Requests were made at the January 11 and February 8, 2010 monthly board meetings for suggestions and comments for the next Five Year Plan. The main suggestion was to replace the insulated drapes with hooks to a more modern look. It was also suggested to replace the main entrance with a wider entry area.</p>

11.0	<p>Required Submission for HUD Field Office Review. In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. Note: Faxed copies of these documents will not be accepted by the Field Office.</p> <ul style="list-style-type: none"> (a) Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i> (which includes all certifications relating to Civil Rights) (b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only) (c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only) (d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only) (e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only) (f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations. The RCHA RAB was changed on July 16, 2001 to include all tenants of the RCHA to be on the Resident Council. Five tenants had been on the Council. They were made inactive at the July 16th meeting. This action took place through Resolution No. 217 of the RCHA. Resident Comments is on every agenda of the RCHA. Requests were made at the January 11 and February 8, 2010 monthly board meetings for suggestions and comments for the next Five Year Plan. The main suggestion was to replace the insulated drapes with hooks to a more modern look. It was also suggested to replace the main entrance with a wider entry area. (g) Challenged Elements (h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only) (i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only)
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